

Proposal for Revision of Management of Computer Information
Technology Associate in Arts Degree Program

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PROPOSAL

Remove CIS 104 – PC Operating Systems: Windows, (3 credits) from the Management of Computer Information Technology (MCIT) A.A. Degree as a course option in the second semester of the Program replacing CIS 104 with CIS 105.

RATIONALE

Presently, the MCIT program provides students a choice of taking either *CIS 104-PC Operating Systems: Windows* or *CIS 105-Windows Professional Operating System*. In the Fall 2008 semester, the Computer Technologies (CT) Department faculty determined *CIS 104-PC Operation Systems: Windows* was outdated and no longer relevant. The CT faculty planned for CIS 105 to replace CIS 104 because CIS 105 provided students with current information about the Windows Operating System. With CIS 105, students learn more advanced skills that include how to configure the user environment, connect to a network, and monitor and troubleshoot the Windows Operating System. These skills are useful to students both in subsequent courses and in employment.

When the CT faculty decided to replace CIS 104 with CIS 105, CIS 104 was in the MCIT degree program as well as four other College programs. All of the other programs have removed CIS 104 and CIS 104 will no longer be offered at the College.

This proposal replaces CIS 104 with CIS 105 in the MCIT program and no longer offer students a choice. CIS 105 is a four-credit course and CIS 104 was a three-credit course. Therefore, the minimum number of credits needed to graduate in the MCIT program will increase by one from 62 to 63 credits.

The following pages include the current and proposed MCIT program grids.

Management of Computer Information Technology

The Management of Computer Information Technology curriculum leads to an Associate in Arts (A.A.) degree. The primary goal of the program is to prepare students for transfer to a baccalaureate program in Computer Information Systems, Information Technology, Business Administration or a related field. The curricular focus is a set of courses that develop business managers who understand and implement information management methods that are joined with automation to support business decision making. The curriculum emphasizes the use of technology to manage information and business processes. Upon receiving the associate's degree, students are prepared to obtain employment as computer support specialists at an entry- or mid-level position. Further education is recommended for students who wish to advance to higher level positions.

Electives are to be selected from the CIS course offerings above CIS 105 but in any case are not to include CIS 100, CIS 101 or CIS 102. Directed electives should be based on transferability to the student's intended transfer institution. Non-CIS courses may also be selected with the guidance of an academic advisor.

STUDENT LEARNING OUTCOMES:

Upon completion of this program graduates will be able to:

- Use technology effectively to communicate and analyze information related to computer information systems.
- Work as a part of a professional team to analyze, design and implement computer information systems.
- Install, configure and maintain computer information systems, including the system's operating system and common computer hardware and software.
- Demonstrate a broad knowledge of computer information systems terminology and practices, including those related to networking and data communications technology.
- Effectively use word processing, spreadsheet, presentation graphics and database management software in a professional office environment.
- Design and implement a relational database.
- Develop solutions to common programming problems using the structured sequential logic of computer programming languages.

PROGRAM ENTRY REQUIREMENTS:

This program is open to interested students. New students are normally required to take the College's placement test at their time of entry. Students identified as needing developmental work must satisfactorily complete the appropriate English and mathematics courses as part of their degree program.

Students who have had prior computer-related experience may be placed in more advanced courses after consultation with and approval of the department head.

PROGRAM OF STUDY AND GRADUATION REQUIREMENTS:

A minimum of 62 credit hours as prescribed must be satisfactorily completed with a grade point average of at least 2.0 ("C" average).

Students wishing to transfer to a particular college or university should, with the help of an advisor, review that institution's requirements and/or existing articulation agreements with the College so that program courses may be chosen appropriately. In particular, students should check math requirements at the college or university to which they plan to transfer.

MANAGEMENT OF COMPUTER INFORMATION TECHNOLOGY

Course Number and Name	Prerequisites and Corequisites	Credits	Gen Ed Req.
FIRST SEMESTER			
CIS 103 – PC Applications		3	Tech Comp
ACCT 101 – Financial Accounting		4	
Math Elective – MATH 118 or above		3	Mathematics
ENGL 101 – English Composition I		3	ENGL 101
MNGT 121 – Introduction to Business ¹		3	
SECOND SEMESTER			
CIS 104 – PC Operating System: Windows ¹ or CIS 105 – Windows Professional Operating System ¹	CIS 103	3 or 4	
ACCT 102 – Managerial Accounting	ACCT 101 with the grade of "C" or better	3	
ENGL 102 – English Composition II	ENGL 101	3	ENGL 102, Info Lit
Science Elective		3 or 4	Natural Science
CIS 106 – Introduction to Computer Programming		4	
THIRD SEMESTER			
CIS 150 – Data Communications	CIS 104 or CIS 105	4	
MNGT 141 – Principles of Management ¹	MNGT 121	3	
CIS 205 – Database Management Systems	CIS 103	4	
Social Science Elective		3	Social Sciences
Humanities Elective		3	Humanities

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MANAGEMENT OF COMPUTER INFORMATION TECHNOLOGY, *continued*

Course Number and Name	Prerequisites and Corequisites	Credits	Gen Ed Req.
FOURTH SEMESTER			
CIS 270 – Systems Analysis and Design	CIS 205	4	
ECON 181 – Principles of Economics (Macroeconomics) or ECON 182 – Principles of Economics (Microeconomics)		3	
Directive Elective ²		3	
Directive Elective ²		3	
MINIMUM CREDITS NEEDED TO GRADUATE		62³	

General Education Requirements

All General Education requirements are met through required courses (as indicated above) except for the Writing Intensive requirement, the Interpretive Studies requirement and the American/Global Diversity requirement. Therefore, in order to graduate, students in this program must choose one course that is designated Writing Intensive, one course that is designated Interpretive Studies and one course that is designated American/Global Diversity. The same course may be used to fulfill more than one of these requirements. A list of courses that fulfill these requirements and a more detailed explanation of the College's general education requirements appear elsewhere in this Catalog and on www.ccp.edu.

¹ This course may transfer as a general elective depending on the transfer institution.

² Electives are to be selected with the guidance of an academic advisor. Directed electives are to be chosen from the CIS course offerings above CIS 105 (these electives may not include CIS 100, CIS 101 or CIS 102) and should be based on transferability to the target institution. However, non-CIS course offerings may be selected depending on students' career and transfer goals. The student should confer with the transfer counselor, representative(s) from the intended transfer institution and the CT department head or CT advisor.

³ A minimum of 62 credits is required for the degree; however, students may choose CIS 105, a four-credit course, rather than CIS 104, and may choose four-credit electives in place of three-credit electives, such as for their Math or Science courses, which would raise the number of credits earned.

For More Information Contact:

The Division of Business and Technology, Room C1-9, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 496-6164; or the College Information Center (215) 751-8010.

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MANAGEMENT OF COMPUTER INFORMATION TECHNOLOGY

Associate of Arts (A.A.) Degree

Course Number and Name	Prerequisites and Corequisites	Credits	Gen Ed Req.
FIRST SEMESTER			
CIS 103—Applied Computer Technology		3	Tech Comp
ACCT 101—Financial Accounting		4	
Math elective—MATH 118 or higher		3	Mathematics
ENGL 101— English Composition I		3	ENGL 101
MNGT 121—Introduction to Business ¹		3	
SECOND SEMESTER			
CIS 105—Windows Professional Operating System ¹	CIS 103	4	
ACCT 102—Managerial Accounting	ACCT 101 with a grade of “C” or higher	3	
ENGL 102—English Composition II	ENGL 101	3	ENGL 102 & Info Lit
Science Elective		3 or 4	Natural Science
CIS 106—Introduction to Computer Programming		4	
THIRD SEMESTER			
CIS 150—Data Communications	CIS 105	4	
MNGT 141—Principles of Management ¹	MNGT 121	3	
CIS 205—Database Management Systems	CIS 103	3	
Social Science Elective		3	Social Science
Humanities Elective		3	Humanities
FOURTH SEMESTER			
CIS 270—Systems Analysis and Design	CIS 205	4	
ECON 181—Principles of Economics (Macroeconomics) or ECON 182—Principles of Economics (Microeconomics)		3	
Directive Elective ²		3	
Directive Elective ²		3	
MINIMUM CREDITS NEEDED TO GRADUATE		63	

GENERAL EDUCATION REQUIREMENTS

All General Education requirements are met through required courses (as indicated above) except for the **Writing Intensive** requirement, the **Interpretive Studies** requirement and the **American/Global Diversity** requirement. Therefore, in order to graduate, students in this program must choose one course that is designated Writing Intensive, one course that is designated Interpretive Studies and one course that is designated American/Global Diversity. The same course may be used to fulfill more than one of these requirements. A list of courses that fulfill these requirements and a more detailed explanation of the College’s general education requirements appear elsewhere in this catalog and on www.ccp.edu.

1. This course may transfer as a general elective depending on the transfer institution
2. Electives are to be selected with the guidance of an academic advisor. Directed electives are to be chosen from the CIS course offerings that are higher than CIS 105 (these electives may not include CIS 100) and should be based on transferability to the target institution. However, non-CIS course offerings may be selected depending on students’ career and transfer goals. The student should confer with the transfer counselor, representative(s) from the intended transfer institution, and the Computer Technologies (CT) department head or CT advisor.